GOA

Administration: There was no change in the administrative set up during 1976-77.

Budget: For 1976-77 a sum of Rs.3,83,096.00 (2,75,887.00 Archives, 1,07,209 Archaeology and Museum) was spent on the non plan side, out of the budget provision of Rs.4,29,000 (Rs.2,95,000 Archives, Rs.1,34,000 Archaeology and Museum) and a sum of Rs.1,99,583 was spent against the budget provision of Rs.2,00,000 on the plan side. For the year 1977-78 a budget provision of Rs.3,88,000 (2,76,000 Archives, Rs.1,12,000 Archives and Archaeology) was made on the non plan side and a sum of Rs.2,49,000 (common to Archives and Archaeology) on the plan side.

Building: The Directorate has at present its own building and as already reported plans for the construction of a new building have been taken up. In the budget estimates for 1977-78 a provision of Rs.88,000 is made towards this scheme.

Record Management: During the year different series of the records were examined. The records of the Orphanological Invetory Series were arranged. The records of Julgado de Dio were verified and 1,585 files were checked and indexed. The work of preparation of Inventory of Processos Civis and verification of records received from Daman were undertaken. Most of the records were marked for retention. Retention Schedule is being followed while reviewing the records.

Research and Reference: 30 scholars including seven foreigners availed themselves of research facilities in this Directorate. About 37 requisitions by Government offices and 400 requisition of records by research scholars were attended to during the period under review. 412 queries on records received by private parties/Individuals were attended to.

Reference Media: No work was done in this regard during the period under review.

Publication Programme: Along with the proposal for publishing the "Assentos do Conselho de Fazenda" Volume I (1613-1621), a new project of selection of documents on "Sawantvadi Saunsthanachya Itihasachi Sadhane" is also undertaken.

Preservation of Records: Approximately 47,306 documents were flattened, 13,000 foils of manuscript volumes and loose documents were reinforced by full tissue papers. 10 loose documents were repaired and 22 albums were prepared.

Photo-Duplication: The Department has its own Microfilming Unit. Nearly 6,734 frames of the microfilms, 890 photo-prints and 90 photostat prints were taken during the period under review.

Library: The Library acquired 318 books, 152 periodicals and 30 Government reports during the period. There is however a plan to expand the library gradually. Provision of Rs.7,000/- is also made in the Budget Estimates for 1977-78 for the same.